**Q1. 🡪**

Area graphs and line graphs are two types of visualizations used in Tableau to show changes in data over time or across different categories.

Area graphs are similar to line graphs, but the area below the line is filled with color or shading to emphasize the magnitude of the values being displayed. They are useful for comparing the relative contributions of different categories to a total or for highlighting changes in values over time.

Line graphs, on the other hand, are used to show trends over time or other continuous variables. They are best used to show a single trend or a comparison between two or three trends.

**Q2. 🡪**

Grouping fields in Tableau allows you to combine similar values within a field to create more concise and meaningful visualizations. Here are the steps to group fields in Tableau using a sample dataset of sales data:

Open Tableau and connect to your data source.

Drag the field you want to group onto the Rows or Columns shelf.

Right-click on one of the values in the field and select "Create Group."

In the "Create Group" dialog box, select the values you want to group together and give the group a name.

Click "OK" to create the group.

Combining tables in Tableau allows you to join or blend data from multiple data sources to create more complex and insightful visualizations. Here are the steps to combine tables in Tableau using a sample dataset of sales data from two different sources:

Open Tableau and connect to your first data source.

Drag the fields you want to use onto the Rows or Columns shelf and create a visualization.

Click the "New Data Source" button to add a new data source to the workbook.

Connect to your second data source and drag the fields you want to use onto the Rows or Columns shelf.

Select "Join" or "Blend" from the Data menu to combine the two data sources.

**Q3. 🡪**

Color and size options in Tableau are used to enhance the visual impact of a visualization by adding an additional dimension to the marks on the view.

**Color:**

The color option in the Marks card allows you to assign a specific color to different categories or data points in a visualization. Color can be used to highlight patterns or differences in the data and can be especially useful when working with categorical data. Here's an example of how to use the color option in Tableau:

Open Tableau and connect to your data source.

Drag the fields you want to use onto the Rows or Columns shelf and create a visualization.

Drag a categorical field, such as product category, to the Color option in the Marks card.

Tableau will automatically assign a different color to each category in your visualization.

You can customize the colors by clicking on the Color option in the Marks card and selecting "Edit Colors."

**Size:**

The size option in the Marks card allows you to adjust the size of the marks in your visualization based on the value of a specific field. This can be useful when working with continuous data or when you want to highlight the importance of certain data points. Here's an example of how to use the size option in Tableau:

Open Tableau and connect to your data source.

Drag the fields you want to use onto the Rows or Columns shelf and create a visualization.

Drag a continuous field, such as sales or profit, to the Size option in the Marks card.

Tableau will automatically adjust the size of the marks in your visualization based on the value of the selected field.

You can customize the size range by clicking on the Size option in the Marks card and adjusting the slider.

**Q4. 🡪**

Tableau supports several types of joins that allow you to combine data from multiple tables in your visualization. The different types of joins are:

**Inner Join:** Returns only the rows that have matching values in both tables.

**Left Join:** Returns all the rows from the left table and matching rows from the right table. If there are no matches in the right table, Tableau will return null values.

**Right Join:** Returns all the rows from the right table and matching rows from the left table. If there are no matches in the left table, Tableau will return null values.

**Full Outer Join:** Returns all the rows from both tables, regardless of whether there is a match or not. If there is no match, Tableau will return null values.

**Q5. 🡪**

Creating a dashboard in Tableau allows you to bring multiple visualizations together in one view to tell a more comprehensive story or to facilitate comparisons across different parts of your data. Here are the steps to create a dashboard in Tableau:

**Create your visualizations:** Before creating your dashboard, create the visualizations that you want to include. You can create new visualizations or use existing ones that you have already created.

**Organize your layout:** Determine the layout of your dashboard and the size and position of each visualization. You can drag and drop visualizations onto the dashboard and use the sizing handles to adjust their size and position.

**Add objects to your dashboard:** You can add objects to your dashboard, such as images or text boxes, to provide additional context or information for your visualizations.

**Apply formatting:** Use the formatting options in Tableau to apply formatting to your visualizations and dashboard, such as fonts, colors, and backgrounds.

**Publish your dashboard:** Once you have created your dashboard, you can publish it to Tableau Server or Tableau Online to share it with others.

**Q6. 🡪**

**A.** **Heat Maps:**

A heat map is a type of visualization that shows the density of data points within a defined area using a color gradient. This type of visualization is useful for identifying patterns and trends in large datasets. The color intensity represents the number of data points within a particular area.

Here are the steps to create a heat map in Tableau:

Connect to your data source and select the data you want to use for the heat map.

Drag the desired fields to the Rows and Columns shelves.

Drag the measure you want to visualize to the Marks card.

Select the Map option in the Marks card.

Drag the desired dimension to the Detail card.

Adjust the color scale to your preference.

Customize the heat map as desired.

**B.Scatter Plots**:

A scatter plot is a type of visualization that displays the relationship between two variables using dots on a graph. This type of visualization is useful for identifying trends and patterns in datasets with multiple variables.

Here are the steps to create a scatter plot in Tableau:

Connect to your data source and select the data you want to use for the scatter plot.

Drag the two variables you want to compare to the Rows and Columns shelves.

Drag the measure you want to visualize to the Marks card.

Select the Scatter Plot option in the Marks card.

Customize the scatter plot as desired.

**Q7. 🡪**

Table calculations in Tableau allow you to perform calculations that are based on the data in the view, such as running totals, moving averages, and percent of total. Here are the steps to create a table calculation in Tableau:

Open Tableau and connect to your data source.

Drag the desired dimensions and measures to the Rows and Columns shelves to create a view.

Click on the measure in the view to open the drop-down menu, then select Quick Table Calculation and choose the desired calculation.

Customize the table calculation as needed, such as by changing the aggregation or using a different window.

Add the table calculation to the view by dragging it to the Marks card.

**Q8. 🡪**

In Tableau, distribution bands are a type of visualization that allows you to show the distribution of data by displaying the values within certain bands or ranges. These bands are typically represented as bars or boxes, with each band showing the number or percentage of data points that fall within that range. Distribution bands are useful for visualizing the shape of a distribution, identifying outliers, and understanding the spread of data.

Here are the steps to create distribution bands in Tableau:

Open Tableau and connect to your data source.

Drag the dimension or measure that you want to create distribution bands for to the Rows or Columns shelf.

Right-click on the dimension or measure in the view and select Create Bins. This will create a new field that groups the data into ranges or bins.

Drag the new bin field to the Rows or Columns shelf.

Change the chart type to a histogram by clicking on the Show Me menu and selecting Histogram.

Customize the histogram as needed, such as by adjusting the bin size or adding labels to the bars.

**Q9. 🡪**

Creating a bar chart and pie diagram in Tableau is a straightforward process. Here are the steps to create both with examples:

**Creating a Bar Chart:**

Open Tableau and connect to your data source.

Drag the dimension or measure that you want to use for the bars to the Columns shelf.

Drag the dimension or measure that you want to use for the labels to the Rows shelf.

Click on the Show Me icon and select the Bar Chart type.

Customize the chart as needed, such as by adding color or changing the bar orientation.

**Creating a Pie Diagram:**

Open Tableau and connect to your data source.

Drag the dimension or measure that you want to use for the slices to the Columns shelf.

Drag the dimension or measure that you want to use for the labels to the Label shelf.

Click on the Show Me icon and select the Pie Chart type.

Customize the chart as needed, such as by adding labels or adjusting the colors.

**Q10. 🡪**

Adding story points to a dashboard in Tableau allows you to present a narrative or tell a story with your data. Here are the steps to add story points to a dashboard in Tableau with an example:

Create a dashboard in Tableau with the worksheets and elements you want to use.

Click on the New Story button in the toolbar at the bottom of the screen.

You will now see the Story tab in the workbook. Click on the first blank story point to start creating your story.

Add a title and description to the story point by clicking on the text boxes in the top left corner.

Add the worksheets and elements you want to use in the story point by dragging them from the dashboard or Sheets tab to the story point area.

Customize the layout and appearance of the story point as needed.

Repeat steps 3-6 to add additional story points to your dashboard.

Use the arrows at the bottom of the screen to navigate between story points.

Once you have created all of your story points, you can click on the Preview Story button to see how the story will look when presented.